**Application deadline: 5:00 PM on Friday, September 20, 2019**

**All applications must be submitted via email to** [**kim@queerculturalcenter.org**](mailto:kim@queerculturalcenter.org)**.**

Queer Cultural Center (QCC) will provide approx. 20 grants ranging from $500 to $2,500 to support innovative projects in any artistic medium that build LGBTQ community through the arts. Grants will support projects taking place during the 2020 National Queer Arts Festival (NQAF) or those taking place throughout the year.

There is no content requirement for projects taking place throughout the year – but first time applicants to the Creating Queer Community program must complete a project through NQAF before applying for year-round programs.

**Eligibility**

**The following application is for use by returning grantees from a previous Creating Queer Community (CQC) funding cycle**  If you have previously received 3 grants to participate in CQC, your current artistic project is ineligible. If you are, however, proposing a new project, please contact QCC’s Artistic Director Pamela Peniston at [artistic@queerculturalcenter.org](mailto:managing@queerculturalcenter.org) to assess your eligibility.

**Timeline**

Complete and finalized applications must be submitted via email to QCC’s Production Manager, Kim Johnson at [kim@queerculturalcenter.org](mailto:kim@queerculturalcenter.org) by 5:00 PM on Friday, September 20, 2019. Applicants will be notified of application decisions via email by October 7, 2019.

**Artist Agreement**

By submitting your proposal to the Queer Cultural Center, you agree to partake in the online community of commissioned artists for the 2020 National Queer Arts Festival. You are still required to attend workshops to develop a marketing and publicity plan as well as a meeting with the CQC Director, House Manager & Production Manager to address artistic planning and production (throughout November through January). Additional workshops are highly encouraged but not required.

**Application Checklist:**

* **Completed application form, including**
  + **Contact information**
  + **Project Narrative**
  + **Artist(s) CV or bio**
  + **Project Budget**
  + **Artistic work sample link(s) and description**

**Contact Information:**

**Name of Event:**

**Name of Applicant or Project/Organization:**

**Contact Person (if different than applicant):**

**Address:**

**City, State, Zip**:      

**Phone:**       **Email:**

**Website:**

**Collaborator(s) (if applicable):**

**Collaborator(s) email (if applicable):**

I am applying to participate in:

2020 National Queer Arts Festival (June 2020)  Non-June Event (Fall 2019 – Spring 2020)

**Project Narrative (3 page maximum, 12-point font):**

Please respond to the following:

1. **Project Summary:** Please use the following template to construct your summary: “This proposal requests $(AMOUNT) to support (TITLE), a (TYPE OF EVENT i.e., performance, literary reading, exhibition, etc.) that will explore (TOPIC) and will attract an estimated audience of (ESTIMATED #). Awarded funds will be used to underwrite the project’s (USE of QCC funds i.e., production expenses, artists fees, etc.).”
2. **Topic:** How does your project explore the 2020 Festival’s theme (see cover page) or address a social justice issue?
3. **Creative Process:** Describe how and by whom your project will be created, developed, and produced/exhibited; or, please provide a timeline.
4. **Target Audience:** Who are they? How will you attract them to your event?
5. **Leadership:** Who will be involved in the work’s creation and production/exhibition? What experience do you or they have completing similar projects?

**Artist(s) bio (1 page maximum, 12-point font):**

Please tell us more about your past experience including performance/exhibition history, awards or commissions and what motivates you to create work. If this is a collaborative project, please tell us about all involved artists (collaborative projects 2 page maximum, 12 point font).

Fill out the following Income and Expense forms as best fits your project. Descriptions are meant to help you form your budget and should be replaced with your budget notes for submission.

|  |  |  |
| --- | --- | --- |
| **Income** |  |  |
| **Category** | **Amount** | **Description** |
| Amount requested from QCC: | $0 | *How much are you asking for?* |
| Individual contributions: | $0 | *Are you raising funds from individuals (including online campaigns)?* |
| Government grants: | $0 | *Have you received or requested funds from SFAC, City of Oakland, CA Arts Council, etc.?* |
| Foundation/nonprofit grants: | $0 | *Have you received or requested funds from a foundation or nonprofit organization?* |
| Corporate grants: | $0 | *Have you received or requested funds from a corporation?* |
| Ticket sales: | $0 | *How much will you earn from ticket sales?* |
| Merchandise: | $0 | *How much will you earn from merchandise sales such as chapbooks, videos etc.?* |
| Other: | $0 | *(Please specify):* |
|  |  | **TOTAL** |
| **Expense** |  |  |
| **Category** | **Amount** | **Description** |
| Artist(s) fees | $0 | *How much are you paying the artist(s)?* |
| Technical fees | $0 | *How much are you paying the additional technical production staff?* |
| Venue rental | $0 | *How much does it cost to occupy the venue? Be sure to include preparation time like load-in or tech rehearsals.* |
| Equipment rental | $0 | *Are you renting any special equipment?* |
| Reception expenses | $0 | *Will your exhibition/performance have an opening reception?* |
| Artistic supplies | $0 | *What items will you need to complete your event? This can include costumes, props, paint, or other artistic supplies.* |
| Merchandise | $0 | *How much will you spend on creating merchandise?* |
| Publicity and marketing | $0 | *How much will you spend on publicity and marketing such as postcards, flyers programs?* |
| Website expenses | $0 | *How much will you spend on website expenses?* |
|  |  | **TOTAL** |

**Artistic work sample(s) and description:**

Please submit an artistic work sample relevant to your proposal. Submitted work should reflect the work discussed in your proposal and be of the highest quality possible. Visual artists may submit up to 10 images; time-based artists (performers, dancers, musicians, video artists, etc.) may submit up to 5 minutes; literary artists may submit up to 5 pages. If you are a multidisciplinary artist, you may submit a combination of different kinds of samples not exceed the maximum (i.e., 5 images and 2.5 minutes of video OR 2 images, 2 minutes of video and 2 pages)

You may provide an online work sample by writing one or more links to the work below; or you may submit the work sample as an attachment in your submission email. Please use the following format for all samples (feel free to copy and paste for additional samples).

**Work Sample #1**

URL Link:

Name of Work:

Artists Involved:

Artistic Medium

Year Work Created:

Navigation Notes:

Description of Work:

**Work Sample #2**

URL Link:

Name of Work:

Artists Involved:

Artistic Medium

Year Work Created:

Navigation Notes:

Description of Work: